



Information Item No.1

Date of Information Item No.1: March 14, 2023

Arlington Public Schools
Procurement Office

Invitation to Bid

Invitation to Bid Title:	Water Testing and Treatment Services for HVAC Systems
Invitation to Bid Number:	14FY23
Invitation to Bid Issue Date:	March 03, 2023
Pre-Bid Conference:	A Pre-Bid Conference will not be held for this Solicitation
Bid Closing Date/Time:	March 28, 2023, No Later Than 11:59 P.M. (Local Prevailing Time)
Bid Opening Date/Time:	March 29, 2023, at 10:00 A.M. (Local Prevailing Time)

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- The following information is provided to help Bidders submit a Bid in response to ITB No. 14FY23:

Q1. Will you accept Bids to be submitted via email or at the Syphax Education Center by mail, express mail, in person, or by courier?

A1. No, Bidders must submit mandatory requirements found in the Instruction to Bidders, Section 27.1 of the ITB, into the Platform through the link found on the Current Solicitations webpage under the Procurement Office website. Found under the Due Date column for ITB 86FY23 of the Current Solicitations table is a link for Bidders to submit their Bid. (“Link to submit Bid – ITB 86FY23”). To assist Bidders with their Bid submission, screenshots of the steps required to submit a Bid are provided in ITB.

Q2. What documents must be submitted with the Bids?

A2. The **Class 1 Mandatory Requirements** in Section 27.1 of Instruction to Bidders must be submitted with your Bids. Failure to provide any of them with your Bid will result in the Bid being considered non-responsive and not being considered for Contract award.

- Q3.** Are the Class 2 Mandatory Requirements required to be submitted with the Bids?
A3. Class 2 Mandatory Requirements should accompany your Bid, but if omitted the Bidder may be given the opportunity to supplement its Bid in accordance with **Section 27.3 of Instructions to Bidders.**
- Q4.** Is it Mandatory to enter a price for each Item?
A4. Yes. A price must be entered for each item to be considered for award.
- Q5.** Other than your website, where is the ITB posted?
A5. The Invitation to Bid (ITB) is posted on the eVA website. The link to the ITB on the eVA website is as follows: [Link to the ITB for Water Testing and Treatment Services for HVAC Systems](#)
- Q6.** Do we provide the prices by completing the Pricing Schedule in the Bid Form?
A6. No. The Pricing Schedule form in the Bid Form is for information purposes only. Bidders must not provide their prices using this form. Prices must be provided using the Excel Spreadsheet Pricing Schedule at Appendix 3 and uploaded into the Platform with the Bid Form.
- Q7.** Under Mandatory Requirements: 27.1.1 Inclusion of the Bidder's current Virginia Class A Contractor's License number and expiration. Please confirm as out of state contractor (do not have Virginia class A contractor license), can we bid for this ITB?
A7. Bidders must possess a current Virginia Class A Contractor's License number and expiration to bid this requirement and any of the required DPOR classifications and/or specialties.
- Q8.** What is the glycol type and glycol concentration (%) needed?
A8. Propylene 35% is needed.
- Q9.** What is the volume of the glycol systems?
A9. Information not available.
- Q10.** Do you have aluminum boilers?
A10. Gunston Middle School is the only location with an aluminum boiler.
- Q11.** Does any of the loops listed have leaks that would significantly hinder our ability to treat them? If so, what is the total gallons of makeup per month/year to each of these systems?
A11. There are currently no major leaks.
- Q12.** What was the last contract award dollar amount for FY20, FY21, and FY22?
A12. FY20 expenditure was \$75,943.00. FY21 expenditure was \$83,056.00. FY22 expenditure was \$71,778.00.
- Q13.** Who is the current chemical supplier?
A13. Our current Contractor (Boland Trane) supplies the chemicals.
- Q14.** If any equipment is not functional (chemical feed pumps, controller, pot feeder, etc.) will APS purchase outside of the contract?
A14. The current Contractor, Boland Trane, supplies the feeders, controllers, etc. on a time and material basis.

Q15. What is the cooling towers tonnage or the gpm for each cooling tower?

A15. Information not available.

Q16. Can we schedule a visit?

A16. There will be no available visits for this requirement.

Issued By:

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